



Organization:	Project Homeless Connect Washington County
Position:	Outreach Worker
Status:	Part Time / Full Time Hourly Not to Exceed 40 hours per week
Reports To:	Program Supervisor
Compensation:	Starting at \$21 / hour
Benefits:	80 hours PTO, 40 hours Paid Sick Time, Simple IRA w/3% match, Medical, Dental, Vision, 10 Paid Holidays
Location:	363 SE 6 <sup>th</sup> Ave Hillsboro, OR
Position Closes:	Open Until Filled

**Project Homeless Connect Washington County (PHC)**, a nonprofit serving those experiencing homelessness in Washington County, is seeking an individual passionate about serving the vulnerable in our community to join our team as our Day Center Manager. PHC serves the community of Washington County by providing a multifaceted approach towards serving those affected by homelessness. Our vision is to cooperatively develop a high quality, fully integrated system of services and support that responds to the needs of those struggling in our community. Our success depends on knowing everyone as individuals and meeting them where they are at. We know there are many complex reasons someone may be experiencing homelessness. We look to reduce the stress they endure and provide basic needs, and services through a variety of programs. We operate a Day Center, Outreach Team, Temporary Emergency Shelters, Housing Case Management, and coordinate collaborative One Day Events that provide critical services.

**Why Work With us?** PHC encompasses our values of Community, Hope, Empowerment, & Compassion in how we serve our guests, and our staff. Our staff are driven by their passion to make a meaningful impact in our community. We strive to foster an environment of inclusiveness, and support staff in their strengths. We value an open, transparent environment and welcome contributions from each staff member. Project Homeless Connect has an organizational commitment to equity and inclusion, and to ensure that programs and staff culture are equitable in both access and outcomes regardless of race, ethnicity, faith, culture,

language, disability, gender, gender identity, sexual orientation, or family status. Project Homeless Connect is committed to pursuing effective strategies and devoting dedicated time and resources at every level of the organization to address disparities based on identity and to apply an equity lens to all decisions, programs, and policies.

**Position Overview:** Our Street Outreach team is devoted to aiding individuals currently without shelter, fostering meaningful connections with those experiencing homelessness to build the trust necessary for accessing vital resources. The Outreach staff at Project Homeless Connect embody our core values and mission in every interaction with those facing unstable housing, prioritizing the cultivation of mutual relationships, trust, and support to empower individuals. Working directly within the community, our outreach position involves connecting with unhoused individuals in various locations such as encampments, cars, or other unsheltered settings. Beyond providing essential necessities, our dedicated staff focuses on establishing trust and facilitating access to crucial resources, guiding individuals towards stability.

**Primary Responsibilities:**

- Provide direct outreach services to people experiencing homelessness in Washington County.
- Build rapport with the homeless community, find out needs, case plan and refer them to community resources.
- Build and maintain collaborative relationships with landlords, police, libraries, parks departments, schools, social service agencies, businesses, and neighborhood organizations.
- Emphasize a strength-based approach as Project Homeless Connect supports homeless individuals in their efforts to move into stability.
- Accurately document all services as required by program procedures. Maintain and update all necessary databases for tracking progress, program objectives and outcomes, and contractual and licensing requirements. Produce timely and accurate summaries of services for grant reports.
- Work closely with other Outreach Workers to maintain safety protocols while conducting outreach activities.
- Experience building trusted relationships and collaborative efforts with diverse individuals and organizations.
- Experience working with individuals experiencing homelessness; outreach and local Washington County social service knowledge is a plus.
- Demonstrated knowledge of population including knowledge of outreach, needs, services and systems of care.
- Self-motivated and work well in unstructured, sometimes chaotic, team environment, critical thinking skills to make sound decisions independently.
- Strong commitment to "meeting individuals where they are".

- Strong communication and interpersonal skills.
- Must be able to collaborate with partners outside of the agency.
- Ability to interact appropriately with people from diverse socio-economic, racial, ethnic, and varying cultural groups.
- Strong commitment to equity and anti-racist practices.
- Ability to work a substantial number of hours outdoors, and moving from place to place.
- Familiarity with computers and basic software use is required. Ability to work with or learn computer data entry programs and familiarity with Office Suite software.
- Other tasks as assigned.

### **Experience Preferred:**

- An understanding of the unique needs and struggles of individuals with high barriers to employment and housing.
- Certified Peer Support Specialist Mental Health and Addiction
- Knowledge of local programs available for unemployed individuals
- A preference may be given to an individual who has similar life experience, either as a formerly homeless person or person with high barriers to employment.
- A preference may be given to speakers of two or more languages.
- Knowledge, experience, or training in mental health work, crisis de-escalation, conflict resolution, and/or providing trauma-informed care.

### **Criminal Background**

PHC understands that those in recovery may have backgrounds they are not proud of, and do not represent who they are today. Items that may show up on a background check are not automatic grounds for refusing to hire. Please disclose anything that you would like us to be aware of prior to the background check being completed so we can talk through any situations that may arise. Candidates will be chosen on an individual basis.

### **To Apply: Please send the following to [Amanda@phcwc.org](mailto:Amanda@phcwc.org)**

- A chronological resume without a personal photo.
- A cover letter that states your background, skills, and abilities to align with this position.

Thank you for exploring an opportunity to be employed with us!

*PHC values diversity in its workforce and is an equal opportunity employer. BIPOC candidates are encouraged to apply.*

In order to provide equal employment and advancement opportunities to all individuals, employment decisions at PHC will be based on merit, qualifications, and abilities. PHC does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex,

sexual orientation, gender identity, national origin, age, disability, or any other characteristic protected by applicable law.

PHCWC partners with a wide variety of for-profit and nonprofit organizations, including churches and religious organizations, large and small businesses, and government. Partnerships might include direct engagement, receipt of goods and services, rental spaces, and/or endorsements and advertising.